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15 March 2023

TO MEMBERS OF THE BOSTON TOWN AREA COMMITTEE (BTAC)

NOTICE OF MEETING OF THE BOSTON TOWN AREA COMMITTEE (BTAC)

Dear Councillor

You are invited to attend a meeting of the Boston Town Area Committee (BTAC) on
Thursday, 23rd March, 2023 at 6.30 pm
in the Committee Room Municipal Buildings West Street Boston

ROB BARLOW
Joint Chief Executive

Membership:

Chairman: Councillor Paul Goodale
Vice Chairman: Councillor Stephen Woodliffe
Councillors Alison Austin, Alan Bell, Katie Chalmers, Anton Dani,
Anne Dorrian, Viven Edge, Deborah Evans, Martin Griggs,
Neill Hastie, Martin Howard, Brian Rush and Yvonne Stevens

A G E N D A

PART I - PRELIMINARIES

A APOLOGIES

To receive apologies for absence.

B MINUTES

(Pages 1 - 4)

To sign and confirm the minutes of the last meeting.

C UPDATE ON ACTIONS FROM THE MINUTES OF THE LAST MEETING

To report progress on outstanding actions from the minutes of the last meeting, for information only.

D DECLARATION OF INTERESTS

To receive declarations of interests in respect of any item on the agenda.

E PUBLIC QUESTIONS

To answer any written questions received from members of the public no later than 5 p.m. two clear working days prior to the meeting – for this meeting the deadline is 5pm on Monday 20th March 2023

F PUBLIC SPEAKING TIME

To allow members of the public to address the Committee.

PART II - AGENDA ITEMS

1 BTAC SMALL GRANTS SCHEME AND BTAC EMPOWERING HEALTHY COMMUNITIES GRANT SCHEME (Pages 5 - 10)

A report by the Local Communities Development Officer and BTAC Grant Administrator

2 UPDATE ON WORK OF BTAC OPERATIVES. (Pages 11 - 34)

A report by the Operations Manager

3 BTAC PROJECTED FINANCIAL POSITION AS AT 28 FEBRUARY 2023 (Pages 35 - 40)

A report by the Assistant Director - Finance

4 WORK PROGRAMME - STANDING ITEM (Pages 41 - 42)

To note the work of the committee and to identify any reporting to be carried over to the new municipal year.

Notes:

The person to contact about the agenda and documents for this meeting is Karen Rist, Democratic Services Officer, Municipal Buildings, Boston, 01205 314226 email: karen.rist@boston.gov.uk

Council Members who are not able to attend the meeting should notify Karen Rist, Democratic Services Officer as soon as possible.

Alternative Versions

Should you wish to have the agenda or report in an alternative format such as larger text, Braille or a specific language, please contact Democratic Services on direct dial (01205) 314226

BOSTON TOWN AREA COMMITTEE (BTAC)

9 February 2023

Present: Councillor Paul Goodale (Chairman), Councillor Stephen Woodliffe (Vice-Chairman), Councillors Alison Austin, Alan Bell, Katie Chalmers, Anton Dani, Anne Dorrian and Martin Griggs

Officers –

Assistant Director - Culture and Leisure, Assistant Director - Finance (Deputy S151 Officer), Strategic Finance Manager and Democratic Services Officer

105 APOLOGIES

Apologies for absence were tabled by Councillors Neill Hastie, Brian Rush and Yvonne Stevens.

106 MINUTES

With the agreement of the committee the Chairman signed the minutes of the previous meeting held on 15 December 2022.

107 UPDATE ON ACTIONS FROM THE MINUTES OF THE LAST MEETING

None tabled.

108 DECLARATION OF INTERESTS

None tabled.

109 PUBLIC QUESTIONS

None tabled.

110 PUBLIC SPEAKING TIME

No representation received.

Prior to moving into part 2 of the agenda the Chairman welcomed Councillor Bell back to the committee

111 BTAC ANALYSIS

The Assistant Director – Leisure and Culture, and Lead Officer for the committee advised members that the report had been requested to provide a more in-depth analysis of the component parts of BTAC enabling members to see a clear account of the financial responsibilities of BTAC.

Member deliberation followed which included:

Addressing the costs identified for the former public toilets on London Road, latterly known as the Community Shed, a member asked if the facility was still used, and if so, who by.

The Chairman confirmed that the facility was used and did receive an income from the Boston Central Neighbourhood Action Group (BCNAG) and the Witham East Neighbourhood Action Group (WENAG) who primarily used it for storage of their equipment used for maintenance.

On questioning the event budget a member asked what part of the budget was spent on the performing rights licence. The strategic finance Manager advised that the *cost for the licence would be forwarded following the meeting.*

Referencing the grounds contract a member questioned the high cost asking if it was an internal or external contractor, stating they felt the charges to be very high solely for cutting grass. The member asked if there would be an opportunity to reduce the costs once the existing contract expired. In response, the member was advised that BTAC had no control over the charges nor any negotiation of the contract which was in-house and charged by the Borough Council.

Reference was also made at the contract costs for the public conveniences which also questioned the re charge for St. Johns Depot and also the cost which appeared to be high indicating that all the operatives did was to clean the toilets. In response, members were advised that the St. Johns re charge was due to the facilities on the site for the drivers and also the staff on the site. The charges were solely for toilet cleaning which also included the toilets within the Stump.

RESOLVED:

That the report be included onto the annual work programme to be tabled

112 PROPOSED BTAC BUDGET 2023 - 24 AND FORECAST TO 2027 - 28

The Assistant-Director Finance presented the report as part of the Council's budget setting.

Committee were advised that the proposed budget for 2023/24 identified within appendix 1 provided the detailed budget lines for the functions that were contained with the BTAC remit

The proposed increase for band D charge of £3.02 3.95% (band A- £2.01) was the maximum permissible (within referendum principles (£5 or 3% whichever is greater) – composite calculation with BBC)

That would result in a rise to a band D charge of £79.38 (previously £76.36) a weekly charge of £1.52, and a band A would be £52.92 (£50.90) meaning £1.02 per week.

Overall that increase would provide a small amount (£13k) for new initiatives

Table 1 detailed the impact on budget if the increase was between 0% – 1%, however, such proposals would not generate enough income to cover costs and the balance would need to be met from the BTAC reserves.

To Balance the budget a 2.2% (increase of £1.67) – revised band D of £78.03 (£1.50). Band A - £52.02 - £1.00 per week.

The Budget was due to be considered by Cabinet on 22nd February and Council 6th March which would be the formal budget setting agreement.

The reserve balances were forecasted to be £254,875 at 31st March 2023 with no current planned future use. The recommended minimum level of reserves was £70k, (table 3.1)

Committee deliberation followed which included:

The Chairman noted that whilst he appreciated that members would be reluctant to agree any significant increase, he was very mindful that anything less than the 2.2% would result in an impact on BTAC reserves and that moving forward such losses would not be recouped. Based on the existing and future commitments of BTAC moving forward, the Chairman moved that a 3.95% increase in the BTAC precept.

A number of members agreed the Chairman's proposal, noting that BTAC already had significant commitments which they felt would only increase over the forthcoming years. Taking into consideration the various reductions available for residents who were means tested, with certain residents only ending up paying an extra 13p, members acknowledged that residents on lower incomes who would be subjected to the various reductions, resided predominantly within Band A properties and were on the lowest precept.

A member questioned the reasoning behind tabling the assumptions for the forthcoming years asking if the committee would be committed to such increases. The Assistant Director – Finance confirmed that the figures were only an indication of what increases would be achieved by such an increase and BTAC were not committed to them. They were purely an indication and for information purposes only.

Noting the cost of the locking of the Central Park gates a member questioned the significant rise in charge but was advised it was for a year, with the smaller charge referred to being for only a six month period at that point in time.

Voicing concern at the proposed level of increase, a member stressed that a number of their residents were living in extreme conditions and the impact of such an increase would be significant on them. As such the member proposed that in order to give those residents some peace of mind during the current financial climate that BTAC agreed a 1% increase in its precept for the forthcoming year. The Portfolio Holder responded to the concern stating that the Council did have emergency funding available for any resident who was subjected to extreme hardship.

A member stated their ongoing concern that following the last review by the Boundary Commission 450 residents were moved from a BTAC ward to a Parish ward but were still subject to paying the BTAC precept. They were unrepresented at the meetings of BTAC and the member felt it unfair on the residents. The Chairman advised that all ward members were welcome to come to BTAC and speak on behalf of their residents although they could not vote on any business of the committee. The re alignment had nothing to do with BTAC and BTAC had no power to address the position.

113 WORK PROGRAMME - STANDING ITEM

Referencing the final meeting of the year on the 23rd March 2023 members were reminded that the meeting would be held in Purdah.

Items confirmed were the Small Grants Scheme for ratification and then an update on the working of the BTAC operatives.

A request was tabled for an updated financial statement at the time of the last meeting.

The Meeting ended at 8.00 pm

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REPORT TO:	Boston Town Area Committee
DATE:	23 rd March 2023
SUBJECT:	BTAC Small Grant Scheme and BTAC Empowering Healthy Communities Grant Scheme
REPORT AUTHOR:	Maddy Eyre, Local Communities Development Officer and BTAC Grant Administrator
EXEMPT REPORT?	No

SUMMARY

In accordance with the Committee's Small Grant Scheme, this report presents the applications made to the Small Grants Working Group in Round 4 of the financial year 2022/2023 for both the BTAC Small Grant Scheme and Empowering Healthy Communities Grant Scheme.

RECOMMENDATIONS

1. That the Committee endorse the recommendations made by the Working Group in respect of eligible application/s.

REASONS FOR RECOMMENDATIONS

The Committee's policy is to consider each eligible application in light of the recommendations made by the Small Grant Working Group.

OTHER OPTIONS CONSIDERED

None.

REPORT

- 1.1 9 eligible applications were received in Round 4 of the Boston Town Area Committee Small Grant Scheme, and 1 application which was rejected and 1 eligible application received in Round 4 of the Empowering Healthy Communities Grant Scheme and 1 application which was rejected. Details of each applicant are set out in Table 1 below. Working Group recommendations to be circulated at full committee as Table 2.

TABLE 1

Applicant	Scheme	Project	Amount Requested
Holy Trinity Pre-School	BTAC Small Grant Scheme	Purchase gardening equipment for Forest School activities	£931.26
Friars Folly	BTAC Small Grant Scheme	Contribution to cost of venue hire and group insurance	£650.00
Willoughby Road Allotments – Edible Academy	BTAC Small Grant Scheme	Contribution to cost of raised beds	£988.12
Boston College – Netball Project	BTAC Small Grant Scheme	Purchase netball posts and hoops and publicity and marketing for college and community netball activities at Peter Paine Sports Centre	£874.93
Boston Hanse Group	BTAC Small Grant Scheme	Purchase materials to make own costumes for Hanse volunteers	£1,000
Citizens Advice Mid Lincs (CAML)	BTAC Small Grant Scheme	Purchase equipment to enable outreach work in Skirbeck Ward	£1,000
Kuk Sool Won Charity	BTAC Small Grant Scheme	Purchase junior archery equipment	£1,000
Boston Division Guides	BTAC Small Grant Scheme	Contribution towards the cost of refurbishing Wings Meadow Guide Centre – Freiston Road, Boston	£1,000
Boston Book Festival	BTAC Small Grant Scheme	Contribution towards the cost of the Book Festival Event 2023 – Venue	£1,000

		Hire (Boston Guildhall), promotional materials – Banner and Festival Booklet	
Indian Cultural Organisation of Lincolnshire	BTAC Small Grant Scheme	Contribution towards cost of Holi Festival to be held in Central Park	REJECTED
Pilgrim Hospital Radio	BTAC Empowering Healthy Communities Scheme	Purchase new laptops for Pilgrim Hospital Radio provision	REJECTED
Boston Borough Council – Communities and Events Team	BTAC Empowering Healthy Communities Scheme	Contribution to cost of Boston Borough Council’s Coronation Event – 2023	£1,000

CONCLUSION

In conclusion, the Working Group recommendations are to be circulated at full Committee for consideration, in line with the Committee’s policy which is to consider each eligible application in light of the Small Grant Working Group’s recommendations.

FINANCIAL IMPLICATIONS

The value of each grant sought is set out in Table 1. The Committee’s current Small Grant and Empowering Healthy Communities Grant Scheme financial position is set out in the finance pro-forma that accompanies this report.

LEGAL IMPLICATIONS

This work relates directly to the Local Government Act 2000 and to the Duty of Well-being placed upon the Council to promote and improve the well-being of the District.

CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS

There are no climate change and environmental implications directly arising from this report.

EQUALITY AND SAFEGUARDING IMPLICATIONS

Priorities supported will promote fairness and inclusion while supporting Boston Town Area Committee’s commitment to equal opportunities for all, including those protected characteristics identified within the Equalities Act 2010

There are no equalities implications within this report. All equalities implications will be managed alongside each individual applicant through the monitoring process of project delivery.

There are no safeguarding implications directly arising from this report.

OTHER IMPLICATIONS

None

CONSULTATION

Applications have been reviewed by the Small Grant Working Group with their comments set out within Table 2 to be circulated at full committee.

APPENDICES

Appendices are listed below and attached to the back of the report: -

N/A

N/A

BACKGROUND PAPERS

Background papers used in the production of this report are listed below: -

Document title	Where the document can be viewed
Grant Applications	Application summaries are available to BTAC Members on request from the Small Grant Scheme Administrator.

CHRONOLOGICAL HISTORY OF THIS REPORT

Name of body	Date
BTAC Small Grants Scheme Working Group	23 rd February 2023

REPORT APPROVAL

Report author:	Maddy Eyre, Local Communities Development Officer and Administrator of the Boston Town Area Committee Small Grant Scheme maddy.eyre@boston.gov.uk
Signed off by:	Emily Spicer – Assistant Director of Well-Being and Community leadership Emily.spicer@sholland.gov.uk
Approved for publication:	Chairman of BTAC Councillor Paul Goodale

FINANCE PROFORMA

BOSTON BOROUGH COUNCIL

PROFORMA FOR EXECUTIVE APPROVAL OF THE RELEASE OF RESOURCES

(CAPITAL AND REVENUE BUDGETS)

FROM: Rachel Chatterton - Finance Business Partner, PSPS

THIS PROFORMA PROVIDES THE FINANCIAL IMPLICATIONS
IN RESPECT OF THE ATTACHED

REPORT: Boston Town Area Committee
REPORT DATE: 23rd March 2023

	£ Year 1 2022.23	£ Year 2 2023.24	£ Year 3 2024.25	£ Year 4 2025.26	£ Year 5 2026.27
Revenue					
BTAC Small Grants	8,444.31				
Empowering Healthy Communities Grants	1,000				
Total Revenue Cost	9,444.31				

Funding required:	£9,444.31	Considered by: BTAC	Date: 23 rd March 2023
Total capital cost	£0		
Revenue cost	£9,444.31	Enter Council or Cabinet here	N/A

Financial Services Comments

The committee has £13,197.40 remaining from the BTAC small grants scheme and £14,000 available from the Empowering Healthy Communities Scheme.

If the committee agree to the applications enclosed, there would be £4,753.09 for Small Grants and £13,000 for Empowering Health Communities to carry forward to 2023.24.

Risk
None

Procurement

Value for Money Efficiency

This FP is valid for 3 months from FP date	If this FP is no longer required please advise Finance	If there are changes to the original report it may invalidate this document, it must be reviewed by Finance.
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REPORT TO:	BOSTON TOWN AREA COMMITTEE
DATE:	23rd MARCH 2023
SUBJECT:	BTAC OPERATIVES
PURPOSE:	TO PROVIDE INFORMATION ON THE WORK PROGRAMME FOR BTAC OPERATIVES
KEY DECISION:	NO
PORTFOLIO HOLDER:	COUNCILLOR ABBOTT, PORTFOLIO HOLDER FOR TOWN CENTRE
REPORT AUTHOR:	MATT FISHER, OPERATIONS MANAGER - NEIGHBOURHOODS
WARD(S) AFFECTED:	BOSTON TOWN
EXEMPT REPORT?	NO

SUMMARY

This report provides Councillors with information on the current work programme in place for BTAC Operatives.

RECOMMENDATIONS.

1. Note the report

REASONS FOR RECOMMENDATIONS

- To provide information as requested by Members on the work programme for BTAC Operatives.

OTHER OPTIONS CONSIDERED

N/A

1. BACKGROUND

- 1.1 Members requested information on the current work programme in place for those Operatives funded by BTAC.

2.0 REPORT

- 2.1 BTAC currently fund 2 x FTE Operatives who undertake work within the town centre area providing an enhanced level of maintenance and cleaning and carry out other specific work tasks.
- 2.2 BTAC Operative work activity is planned weekly and focuses on areas which are identified as priorities by the Committee as set out in the Work Programme. These priorities include carrying out detailed responsive and proactive maintenance improvements to enhance the quality of the town centre.

3.0 Work Programme and Resources

- 3.1 The Work Programme sets out the priorities for BTAC Operatives in their day to day work. It includes all-year round activities, including seasonal items such as assisting with events and supporting community initiatives including Bog Boston Clean Up and Boston in Bloom. BTAC tasks include painting railings and redecorating street furniture, installing new furniture, cleaning graffiti, undertaking play equipment repairs, provide enhanced cleaning including litter bin cleaning, sign cleaning. The Work Programme is set out in Appendix 1.
- 3.2 The BTAC Operatives are employed for 37 hours over 5 days, between 07:30 and 15:30, with flexibility to work weekends and evenings as required. The Operatives work as a team using equipment including a BTAC liveried van, hand tools and other specific cleaning equipment. The operatives have access to a secure store unit at the Mayflower Units where seasonal work including painting and repairs are carried out.

4.0 Management arrangements and access to the service

- 4.1 Responsibility for the supervision of the team sits at the depot under the Streetscene Supervisor. A generic BTAC email address, BTAC.enquiries@boston.gov.uk, is set-up to manage any specific BTAC enquiries or work requests.

5.0 Update on Recent Work

- Graffiti removal – the team have concentrated on identifying and cleaning graffiti, including offensive graffiti marked on various structures such as litter bins, access doors, commercial and residential premises and public body buildings. Effort focused in the areas of Irby Street, Church Street, St Botolph's Church, Custom House Quay, South Street, High Street, Lawrence Lane, Dolphin Lane, Tattershall Road.
- Refurbished picnic tables / benches and installation in Central Park
- Refurbished benches in Central Park
- Installation of litter bins
- Town clean; Litter bin cleaning – programme of work for deep cleaning and sanitising 105 bins within the immediate town centre area.
- Fixing litter bins – in town – inners are broken and require repairing.
- Graffiti removal – concentrating in central park
- Sign washing – cleaning of all public signage in the Central park town centre areas

- Assisting the Events team to facilitate Beach Day Events in Central Park including 14 gazebos, 16 tables and chairs, set up and take down

6. CONCLUSION

- 7.1 The BTAC Operatives continue to make a positive contribution to the town centre helping keep it clean and tidy to ensure to improve the environment and support our community.

EXPECTED BENEFITS TO THE PARTNERSHIP

None

IMPLICATIONS

SOUTH AND EAST LINCOLNSHIRE COUNCILS PARTNERSHIP

None

CORPORATE PRIORITIES

Priority 1 - *People Focused*: Educate and enforce to improve the quality of rented properties in the Borough; Increase the promotion of Boston as a visitor destination and improve its public spaces.

Priority 3 – *Environmental Awareness and Accountability*: Proactively work to protect the environment and keep the Borough clean and tidy.

STAFFING

None

CONSTITUTIONAL AND LEGAL IMPLICATIONS

Section 89(1) and (2) of the Environmental Protection Act 1990 imposes duties on certain land owners and occupiers to keep specified land clear of litter and refuse, and on local authorities to keep clean public highways for which they are responsible, so far as is practicable. The resulting Codes of Practice on Litter and Refuse discharge these duties

DATA PROTECTION

None

FINANCIAL

None

RISK MANAGEMENT

None

STAKEHOLDER / CONSULTATION / TIMESCALES

No consultation undertaken.

REPUTATION

Failure to keep the town looking clean and tidy will have a negative reputational impact on the Council.

CONTRACTS

None

CRIME AND DISORDER

Keeping the town clean and tidy improves the appearance of the borough and reduces the potential for crime and anti-social behaviour.

EQUALITY AND DIVERSITY/ HUMAN RIGHTS/ SAFEGUARDING

None

HEALTH AND WELL BEING

Providing enhanced levels of cleaning improves the appearance of the borough and improves the appearance of hot spot areas, contributing to the wellbeing of residents in areas of the Borough.

CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS

None

LINKS TO 12 MISSIONS IN THE LEVELLING UP WHITE PAPER

MISSIONS	
This paper contributes to the follow Missions outlined in the Government's Levelling Up White paper.	
Pride in Place	By 2030, pride in place, such as people's satisfaction with their town centre and engagement in local culture and community, will have risen in every area of the UK, with the gap between the top performing and other areas closing.

ACRONYMS

None

APPENDICES	
Appendices are listed below and attached to the back of the report: -	
<i>APPENDIX A</i>	Work Programme
<i>APPENDIX B</i>	Photos of recent work (before and after)

BACKGROUND PAPERS	
Background papers used in the production of this report are listed below: -	
Document title	Where the document can be viewed

Environmental Protection Act 1990	Environmental Protection Act 1990 (legislation.gov.uk)
Code of Practice on Litter and Refuse	Code of practice on litter and refuse (publishing.service.gov.uk)

CHRONOLOGICAL HISTORY OF THIS REPORT

A report on this item has not been previously considered by a Council body.

REPORT APPROVAL

Report author:	Matt Fisher
Signed off by:	Phil Perry
Approved for publication:	

SEASONAL

Winter

- Clear litter, weeds and debris from Boston bus/coach station, town centre car parks, Custom House Quay, Market Place, Bargate, John Adams Way and other town centre locations
- Litter pick and trim urban meadow at Haven Bridge

Spring

- Weed treatment and removal, scraping of moss off cobbled areas/blocked paving and spraying in town centre locations
- Support Big Boston Clean Up (4 days)
- Assist with town centre events as needed
- Prepare and paint/varnish street furniture and railings including Central Park, Wide Bargate, Straight Bargate, Ingram Memorial, Custom House Quay
- Wash down town centre monoliths, signage, street furniture and litter bins

Summer

- Support Boston in Bloom volunteers with tidy up of town centre/key sites prior to judging
- Assist with town centre events as needed
- Prepare and paint/varnish street furniture and railings including Central Park Wide Bargate, Straight Bargate, Ingram Memorial, Custom House Quay
- Undertake spot weed control treatment

Autumn

- Wash down town centre monoliths, signage, street furniture and sanitize litter bins
- Minor tree work: removal of epicormic growth, crown-raising (hand-saws) and sweeping leaves
- Undertaking refurbishment of equipment and street furniture (e.g. replacing bin liners)

ALL YEAR AND REACTIVE ACTIVITY (SUBJECT TO WEATHER CONDITIONS)

- On-going training
- Responding to individual requests from BTAC members
- Chewing gum removal

- Street vacuum use, targeting cigarette ends
- Graffiti removal
- Litter bin and signage installations and repairs
- Play equipment checks on BTAC open spaces in conjunction with Grounds maintenance employees
- Assisting with maintenance and improvements to town open spaces including Central Park
- Repairs to paving, fencing, boundary walls and other smaller scale structures
- New street furniture installations

Note:

- BTAC currently fund 2 x FTE BTAC Operatives
- These activities are separate to the Council's statutory duty as a Principal Litter Authority (Street Cleaning Services)
- A separate mechanism exists for dealing with fly-tipping and waste accumulations (FlySwat)



























REPORT TO:	BOSTON TOWN AREA COMMITTEE
DATE:	Thursday 23 rd March 2023
SUBJECT:	BTAC PROJECTED FINANCIAL POSITION AS AT 28 February 2023
KEY DECISION:	NO
PORTFOLIO HOLDER:	CLLR JONATHAN NOBLE
REPORT AUTHOR:	ASSISTANT DIRECTOR - FINANCE
WARD(S) AFFECTED:	ALL BTAC WARDS
EXEMPT REPORT?	NO

SUMMARY

This report provides an update to members on the BTAC projected financial position, showing the budget and projected outturn (full-year spend) for the 2022/23 year, and the projected BTAC reserve at the year-end 31 March 2023. This is a draft position and is subject to change.

RECOMMENDATIONS

That BTAC members note the financial position for the year and the forecasted reserve amounts at the year-end.

REASONS FOR RECOMMENDATIONS

This report shows the BTAC projected outturn for the 2022/23 year, both in terms of revenue expenditure for the year and the reserve sums held. It helps inform members to enable them to ensure probity and to make decisions on future spending within the BTAC area.

OTHER OPTIONS CONSIDERED

None.

1 REPORT

1.1 Outlined at Appendix 1 are the details of the income and expenditure relating to BTAC for the financial year 2022/23. Current projections indicate a surplus for the year is £39,807 with full year's expenditure is forecasted to be £693,057.

1.2 The main projected variances in the year are as follows: -

- The projected full year expenditure is forecasted to be £693,057; with a projected surplus of £39,807. This will transfer to reserves at year end
- The balance of the "other projects" budget is forecast at £502.
- There is an underspend within town centre operatives of £5k, Events £6k, Central Park £1k and other projects £51k.
- There is an overspend within Open spaces and play areas of £5k and Public Conveniences of £19k.

2 BTAC RESERVE

2.1 The opening balance of the BTAC reserve at 1 April 2022 was £302,530 (comprising £70,000 as the minimum to be held to allow for contingencies - as approved in the budget setting report - plus £51,514 for projects as listed in Appendix 1. The forecasted total closing balance on BTAC's reserve is £39,251 at 31 March 2023.

2.2 This estimated closing balance takes into account the proposed spend for play equipment that was discussed during the BTAC committee meeting held on 3rd November 2022. The value included is £100,541 as per the quotation information provided at that time.

3 FUNDS AVAILABLE

3.1 After taking account of the S151 Officer's recommendation of a minimum reserve of £70,000, the Funds available (not allocated) are £39,251.

FINANCIAL IMPLICATIONS

As contained within the report and appendices

LEGAL IMPLICATIONS

The use of executive powers derives from the Local Government Act 2000

CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS

None.

EQUALITY AND SAFEGUARDING IMPLICATIONS

None.

OTHER IMPLICATIONS

None.

CONSULTATION

None.

APPENDICES

Appendices are listed below and attached to the back of the report: -

Appendix 1	BTAC 2022/23 Projected Financial Position

BACKGROUND PAPERS

None

CHRONOLOGICAL HISTORY OF THIS REPORT

Name of body	Date

REPORT APPROVAL

Report author:	Louise Fenwick, Strategic Finance Manager – louise.fenwick@pspsl.co.uk
Signed off by:	Samantha Knowles, Assistant Director Finance – Sknowles@sholland.gov.uk
Approved for publication:	Samantha Knowles, Assistant Director Finance

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Boston Town Area Committee - 2022.23 Projected financial Position

	Budget	Actuals to	Forecast
	2022.23	date	outturn
Open Spaces and Play Areas	114,790	101,389	119,610
Allotments retained support	560	53	310
Administration	68,200	44,341	68,200
Central Park	140,920	105,170	139,450
Public Conveniences	147,520	144,098	166,468
Events	110,350	89,241	104,555
Town Centre Operatives	99,010	62,457	93,962
Other Projects	51,514	502	502
Total Expenditure	732,864	547,251	693,057
Less income from BTAC Council Tax levy	(732,864)	(671,792)	(732,864)
(Surplus)/Deficit for the year	0	(124,541)	(39,807)

Total funds available for projects in 2022.23	
Reserve Balance brought forward 01.04.2022	(302,530)
Less S151 Officer recommended Minimum Reserve	70,000
Sub-Total of Reserves as at 28.02.23	(232,530)
Less current projected planned spend:	
Open Spaces - Play area improvements "Wish List"	17,047
Match Funding to UKSPF bid	5,000
Empowering Healthy Communities Grants remaining balance	17,000
Small Grants 2021.22 C/F and increased 22.23 budget	6,998
Gate locking 2022.23	16,500
Public Conveniences capital spend 10.08.2022	70,000
BTAC play area improvements 03.11.22	100,541
(Surplus)/Deficit Funds after planned spend	556
Add Forecasted surplus for 2022.23 as at 28.02.23	(39,807)
(Surplus)/Deficit Funds available as at 28.02.23	(39,251)

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BOSTON TOWN AREA COMMITTEE – WORK PROGRAMME 2022/23

MEETING	AGENDA ITEM	LEAD OFFICER / MEMBER / GUEST
18 May 2022	Representation by Transported Arts BTAC Financial Statement as at 31 March 2022 Work Programme	Interim Strategic Finance Manager
7 July 2022	<i>MEETING INQUORATE.</i> Installation of 4. No Changing Places Toilets Central Park Play Area (following site visit on the morning of the meeting) Update on BTAC Operatives Work Programme	<i>Deputy Chief Executive – Delivery Lead Officer of Committee Operations Manager</i>
10 Aug 2022	Installation of 4. No Changing Places Toilets Central Park Play Area (following site visit on the morning of the previous meeting) Update on BTAC Operatives Work Programme	Deputy Chief Executive – Delivery Lead Officer of Committee Operations Manager
8 Sep. 2022	Finance Update Update on Locking of Central Park Events BTAC Small Grants Scheme – Round 1 Work Programme <i>Meeting adjourned due to the death of HM Queen Elizabeth. Meeting reconvened 20th September 2022</i>	Strategic Finance Manager Anti-Social Behaviour Officer Events Officer Local Communities Development Officer

MEETING	AGENDA ITEM	LEAD OFFICER / MEMBER / GUEST
3 Nov. 2022	BTAC – Responsibilities and account of service area charges to BTAC Central Park Play Area – Report of Member Working Group.	Strategic Finance Manager Play and Physical Activity Officer
15 Dec 2022	BTAC Small Grants – Round 3 Attendance by Inspector Clarkson and Superintendent Coates from Lincolnshire Police. <i>Annual ASB Report and CCTV Report with update CCTV Information supporting the attendance by Lincolnshire Police.</i>	Local Communities Development Officer <i>Community Safety Manager/ CCTV Manager</i>
9 Feb. 2023	Breakdown of costs across all service areas paid for by BTAC Budget	Strategic Finance Manager Deputy Chief Executive Corporate Development
23 Mar 2023	BTAC Small Grants Scheme Update on BTAC Operatives Financial Statement	Local Communities Development Officer Operations Manager Strategic Finance Manager

Chairman: Councillor Paul Goodale
Vice Chairman: Councillor Stephen Woodliffe
Lead Officer: Phil Perry. Assistant Director Culture and Leisure.
Clerk: Karen Rist. Democratic Services Officer.

Reports to carry over to 2023/24: Outcome of tendering process / agreement for new equipment for play areas.
Representation by LHP
Events programme update.